

AGENDA

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: Tuesday 30 September 2014
Time: 7.00 pm

Including the Parishes of Aldbourne, Avebury, Baydon, Berwick Bassett & Winterbourne Monkton, Broad Hinton & Winterbourne Bassett, Chilton Foliat, East Kennet, Froxfield, Fyfield & West Overton, Marlborough, Mildenhall, Ogbourne St Andrew, Ogbourne St George, Preshute, Ramsbury & Axford and Savernake

The Area Board welcomes and invites contributions from members of the public. The chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Refreshments and networking opportunities will be available from 6:30pm.

Please direct any enquiries on this agenda to Adam Brown (Democratic Services Officer) on 01225 718038 / adam.brown@wiltshire.gov.uk ;

Or Andrew Jack (Marlborough Community Area Manager) on 01225 713109 / andrew.jack@wiltshire.gov.uk.

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk.

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Unitary Councillors

| | |
|--------------------------------|---------------------|
| Stewart Dobson (Vice-Chairman) | Marlborough East |
| Nick Fogg MBE | Marlborough West |
| Jemima Milton (Chairman) | West Selkley |
| James Sheppard | Aldbourn & Ramsbury |

Items to be considered

1 Chairman's Welcome and Introductions

2 Apologies for Absence

3 Minutes (*Pages 1 - 14*)

- a. To approve and sign as a correct record the minutes of the meetings held on 20 May 2014 and 22 June 2014.
- b. Update on actions and outcomes arising.

4 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 Chairman's Announcements (*Pages 15 - 22*)

To note the following items for information – written briefing notes are available in the full agenda pack, or online. If you would like the Area Board to consider or discuss any of these items in more detail, please speak to the Community Area Manager, or the Democratic Services Officer.

- a) Changes to the Electoral Register.
- b) Garden Waste Consultation.
- c) Positive Activities for Young People.

6 Wiltshire CCG Better Care Plan

To receive a short presentation, including a 10 minute film, from Wiltshire CCG on the role of the Better Care Plan. This will be followed by a Q&A session.

7 Strengthening Our Fire and Rescue Service

To receive a presentation from Area Manager Jim Mahoney on the consultation from Wiltshire Fire and Rescue Service.

8 Partner Updates

To note the attached Partner updates and receive any further information partners wish to share:

- a. Wiltshire Police
- b. Wiltshire Fire and Rescue
- c. Wiltshire CCG
- d. Town / Parish Councils
- e. MADT (Marlborough Area Development Trust)
- f. Transition Marlborough
- g. Marlborough Community Operations Board (COB)

9 Community Area Transport Group (CATG) (Pages 23 - 30)

For the Area Board to ratify the funding recommendations from the meeting of the 3 July 2014.

10 Community Area Grant Scheme (Pages 31 - 54)

The Wiltshire Councillors will consider the five applications to the Community Area Grants Scheme, as follows:

- a) **Kennet Valley Hall** - has requested £900 of funding to purchase new floor maintenance equipment. Recommendation – Meets criteria.
- b) **The Greatwood Charity** - has requested £845 of funding for de-escalating conflict training for key staff. Recommendation: Meets criteria.
- c) **Kennet Valley Amateur Dramatic Society** - has requested £952.46 of funding for new microphones and sound equipment. Recommendation: Meets criteria.
- d) **We Love Marlborough** - has requested £2149.07 of funding for the Marlborough Christmas Lights Night. Recommendation: Meets criteria.
- e) **Marlborough Allotment Association** - has requested £997.23 of funding for improvements to three allotments sites within Marlborough. Recommendation: Partly meets criteria.

Copies of the completed application forms and grant application packs for the Community Area Grants Scheme are available from the Community Area Manager or electronically at

<http://www.wiltshire.gov.uk/areaboardscommunitygrantsscheme.htm>

11 Any Other Questions

The Chairman will invite any remaining questions from the floor.

12 Date of Next Meeting

The next meeting of the Marlborough Area Board will be held on 25 November 2014, 7.00pm at Marlborough Town Hall.

Future Meeting Dates

Tuesday, 25 November 2014

7.00 pm

Marlborough Town Hall, 5 High St, Marlborough SN8
1AA

Tuesday, 27 January 2015

7.00pm

Marlborough Town Hall, 5 High St, Marlborough SN8
1AA

Tuesday, 24 March 2015

7.00pm

Marlborough Town Hall – Court Room, 5 High St,
Marlborough SN8 1AA

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Marlborough Town Hall, 5 High St, Marlborough SN8 1AA
Date: 20 May 2014
Start Time: 7.00 pm
Finish Time: 9.10 pm

Please direct any enquiries on these minutes to:

Kieran Elliott (Senior Democratic Services Officer), Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Stewart Dobson (Vice Chairman), Cllr Nick Fogg MBE, Cllr Jemima Milton (Chairman) and Cllr James Sheppard

Wiltshire Council Officers

James Cawley, Associate Director (Adult Care Commissioning, Safeguarding and Housing)

Andrew Jack, Community Area Manager

Kieran Elliott, Senior Democratic Services Officer

Rebecca Busby, Community Co-ordinator, Highways

Jan Bowra, Youth Development Worker

Town and Parish Councils

Marlborough Town Council – Cllr Noel Barrett-Morton, Cllr Richard Allen, Cllr Marion Hannaford-Dobson, Cllr Guy Loosmore, Cllr Lisa Farrell

Aldbourn Parish Council – Cllr Alan Phizacklea

Avebury Parish Council –

Baydon Parish Council –

Berwick Bassett & Winterbourne Monkton Parish Council –

Broad Hinton & Winterbourne Bassett Parish Council – Cllr George Horton

Chilton Foliat Parish Council –

East Kennett Parish Council -

Froxfield Parish Council -

Fyfield & West Overton Parish Council –

Mildenhall Parish Council

Ogbourne St Andrew Parish Council -
Ogbourne St George Parish Council –
Preshute Parish Council -
Ramsbury & Axford Parish Council – Cllr Sheila Glass
Savernake Parish Council -

Partners

Wiltshire Police – Inspector Mark Thompson
Office of the Police and Crime Commissioner – Kieran Kilgallen
Wiltshire Fire & Rescue Service – Mike Franklin
Marlborough Area Development Trust – Martin Cook, Geoff Brickell
Transition Marlborough - Alexandra Wax, Sam Page

Total in attendance: 41

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
|------------------------|--|
| 10 | <p><u>Election of Chairman</u></p> <p>Nominations were sought and following a vote it was,</p> <p><u>Resolved:</u></p> <p>To elect Councillor Jemima Milton as Chairman of the Marlborough Area Board for the forthcoming year.</p> <p>The Chairman then welcomed everyone to the meeting and invited the Councillors and Officers present to introduce themselves and invited members of the public to do the same.</p> |
| 11 | <p><u>Election of Vice-Chairman</u></p> <p>Nominations were sought and it was,</p> <p><u>Resolved:</u></p> <p>To elect Councillor Stuart Dobson as Vice-Chairman of the Marlborough Area Board for the forthcoming year.</p> |
| 12 | <p><u>Apologies</u></p> <p>Apologies for absence had been received from the following:</p> <ul style="list-style-type: none"> • Rob Bailey, Mildenhall Parish Council • Nic Coome, Chilton Foliat Parish Council • Karen Davis, St John's School • Andrew Williamson, Avebury Parish Council • Andrew Ross, Marlborough Town Council • Shelley Parker, Marlborough Town Clerk • Claire Fitzpatrick, Broad Hinton Parish Council |
| 13 | <p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the meeting held on 21 March 2014 were presented for consideration and it was,</p> <p><u>Resolved:</u></p> <p>To approve as a true and correct record and sign the minutes.</p> |

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| 14 | <p><u>Declarations of Interest</u></p> <p>Cllr Stewart Dobson declared a non-pecuniary interest in the grant application from Marlborough Cricket Club owing to his nephew being a member, and declared he would not speak or vote on the item.</p> |
| 15 | <p><u>Chairman's Announcements</u></p> <p>The Area Board noted the written announcements on mini-recycling sites and public health and wellbeing grants.</p> |
| 16 | <p><u>Partner Updates</u></p> <p>a. Wiltshire Police</p> <p>The written update as attached to these minutes was noted. Attention was drawn to a 10% reduction in overall crime since the previous year, although residents were alerted to a recent string of thefts of catalytic converters from cars in Marlborough which was being investigated.</p> <p>b. Wiltshire Fire and Rescue</p> <p>Mike Franklin, Wiltshire Fire and Rescue, read a statement from the fire service on its proposed merger with Dorset Fire Authority as part of plans to eliminate a sizable budget deficit. It was stated the decision would be taken in September 2014 following the development of a business case and consultation from 16 June to 24 August, and that the Chief Fire Officer would be happy to meet with the Area Board to discuss any issues if there is enough interest from the Area Board.</p> <p>c. Wiltshire CCG</p> <p>No update was received.</p> <p>d. Parish Forum</p> <p>It was stated that the Parish Forum was currently in abeyance.</p> <p>e. Town / Parish Councils</p> <p>Marlborough Town Council updated on plans for commemoration of the English Civil War on 26-27 July, as well as preparations for the commemoration of Britain's entry into WW1 on 4 August.</p> <p>f. MADT (Marlborough Area Development Trust)</p> <p>Details were provided on the progression of the Community Wi-Fi programme, along with plans for how content filtering would work. Also the</p> |

piloting of a new “Distributed TIC” system involving a tablet giving visitors access to the internet for tourist information. This is available in the Food Gallery coffee shop and others will be rolled out depending on the success of the pilot.

g. Youth Advisory Group

The Area Board was informed about forthcoming changes to the Youth Service following the decision of Cabinet on 15 May.

For information, a council press release on the decision is attached to these minutes.

h. Transition Marlborough

The Area Board was informed that work on the community orchard scheme was progressing, along with plans for a ‘Bus Walks’ leaflet to be produced and the Communities Market planned for 1 June.

17

Appointment to Outside Bodies and Working Groups

The Area Board made appointments to outside bodies as follows:

- i) Avebury Solstice Operational Planning Meeting - Councillor Jemima Milton
- ii) Avebury World Heritage Site Steering Committee - Councillor Jemima Milton
- iii) Youth Advisory Group (YAG) - Councillor James Sheppard

The Area Board made appointments to working groups as follows:

- i) Community Area Transport Group (CATG) :

Cllr Stewart Dobson

Cllr Nick Fogg

Cllr Jemima Milton

Cllr James Sheppard (Chairman)

Town Cllr Richard Allen (Marlborough Town Council) – Sub: Cllr Marion Hannaford-Dobson

Parish Cllr Geoff Martin (Broad Hinton & Winterbourne Bassett PC)

Parish Cllr Nic Coome (Chilton Foliat PC)

Parish Cllr Sheila Glass (Ramsbury & Axford PC)

Parish Cllr Andrew Williamson (Avebury PC)

Parish Cllr John Hetherington (Ogbourne St Andrew PC)

Parish Cllr Anne Duechar or Cllr Richard Price (Aldbourn PC)

Parish Cllr Mike Morrissy or Cllr John Harding (Fyfield & West Overton PC)

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| | <p>Judith Woodget (resident) (Fyfield & West Overton PC) Parish Cllr Tamsin Witt (Baydon PC) Steve Hind (Wiltshire Council Highways officer) Martin Cook (Wiltshire Council Highways officer) Spencer Drinkwater (Wiltshire Council Highways officer) Andrew Jack (Wiltshire Council, CAM)</p> <p>ii) Shadow Community Operations Board (COB) - Councillor Nick Fogg</p> <p><u>Resolved:</u></p> <p>To appoint Outside bodies and working group representatives for the forthcoming year as stated above.</p> |
| 18 | <p><u>What Matters To You</u></p> <p>On 31 March 2014 a conference was held to consider the data set out in the Community Area Joint Strategic Assessment 2014-16 (JSA) to identify local priorities to enable the Area Board to stimulate local action and outcomes. A report was presented on the decisions of the conference, which included over 90 members of the public and partner agencies.</p> <p>The meeting then split into four groups, each to consider several of the local priorities identified by the conference, to discuss practical outcomes which the Area Board and other bodies would be able to investigate further and deliver action on those priorities. After 25 minutes of discussion, each group presented suggestions including the following:</p> <ul style="list-style-type: none"> • A local Sports Forum to be established to enable links between Marlborough and rural sports clubs to share resources and encourage cross membership. • Increased promotion of local websites to promote cultural assets. • A drive to increase volunteers beyond the small base of those who can volunteer full time or for large numbers of hours - for example, a local website listing volunteering opportunities ranging from even a few hours a week to full time. • Improved cooperation between communities on development, to encourage a decrease in the need for large developments in one community to alleviate housing pressures in the wider areas. • Wif-Fi outreach to the rural villages. <p>The Community Area Manager noted these and other suggestions, which would be used to investigate and encourage practical projects to address the priorities and facilitate local action to tackle the priorities.</p> |

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| 19 | <p><u>Wiltshire's New Housing Allocation Policy</u></p> <p>James Cawley, Associate Director (Adult Care Commissioning, Safeguarding and Housing), Wiltshire Council, presented an update on the council's Housing Allocation Policy which had been approved at Cabinet in November 2013. Attention was drawn in particular for the new requirement for a local connection to Wiltshire that would be required in order to ensure that local homes were assigned first to local people of a community area in need of housing, and changes to the banding that people were assigned to were detailed.</p> <p>The Area Board discussed the update with the public, and the focus on providing affordable social housing for local communities based upon local need was approved of, although there were concerns from some about the local infrastructures still not being able to cope with increased demand, and it was stated that communities needed to develop Neighbourhood plans which would identify local need and problems so that these could be met through legal agreements from any local developments. The need for professional assistance from Wiltshire Council in particular to assist parishes in the development of their local plans was highlighted.</p> <p>Also James Cawley asked for local parishes to come forward with their housing needs and work with Wiltshire Council to help build new affordable homes, in particular bungalows. This housing need has to be identified via a neighbourhood plan or other document.</p> <p>It was also clarified that those employed within a community area were defined as having a local connection, to ensure that mobility of labour was not restricted by preventing people from moving around to find work.</p> <p><u>Resolved:</u></p> <p>To note the update.</p> |
| 20 | <p><u>Community Area Transport Group (CATG)</u></p> <p>The report from the Community Area Transport Group (CATG) was presented.</p> <p>It was,</p> <p><u>Resolved:</u></p> <p>To note the discussions held at the CATG meeting of 1 May 2014 and the progress towards developing priority schemes.</p> <p>To agree the list of Highways Major Maintenance 2014/15 for the Marlborough Community Area as detailed in the report papers.</p> |

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| 21 | <p><u>Community Area Grant Scheme</u></p> <p>The Area Board considered 4 applications for Community Area Grant funding following the applicants for the MinalPlay grant application deferring until a future meeting. The Community Area Manager introduced each application, following which a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><u>Decision</u></p> <p>a) Ramsbury Recreation Centre was awarded £1,500 towards construction of a new machinery store.</p> <p><i><u>Reason</u> – The application met the Community Area Grants Criteria 2014/15.</i></p> <p>b) <u>Decision</u> Ogbourne St George and St Andrew C of E CV Primary School was awarded £3,482 towards updating and refreshing the outdoor play facilities at the school.</p> <p><i><u>Reason</u> – The application met the Community Area Grants Criteria 2014/15.</i></p> <p>c) <u>Decision</u> Marlborough Cricket Club was awarded £2,000 towards purchasing new gang mowers for the cricket pitch outfield.</p> <p><i><u>Reason</u> – The application met the Community Area Grants Criteria 2014/15.</i></p> <p><i>Cllr Stuart Dobson abstained from voting on this item.</i></p> <p>d) <u>Decision</u> Marlborough Rugby Football Club was awarded £2,000 towards an extension of the social space in the club.</p> <p><i><u>Reason</u> – The application met the Community Area Grants Criteria 2014/15.</i></p> |
| 22 | <p><u>Any Other Questions</u></p> <p>Details were sought about the schedule for grass cutting in the area, and it was stated the contractors for the Council had planned to cut those areas they were instructed to in June.</p> <p>There was also a question regarding the installation of new speed signs in Broad Hinton, and it was stated the Cabinet Portfolio Holder had been contacted</p> |

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| | and a response was pending. |
| 23 | <p><u>Date of Next Meeting</u></p> <p>The Chairman thanked everyone for attending and asked that the evaluation forms be completed.</p> <p>It was noted that the next meeting of the Marlborough Area Board would be on Tuesday 22 July in Marlborough Town Hall, 6.30 for 7.00 start.</p> |

MINUTES

Meeting: MARLBOROUGH AREA BOARD
Place: Council Chamber, Marlborough Town Hall, High Street, Marlborough
SN8 1AA
Date: 22 July 2014
Start Time: 6.30 pm
Finish Time: 7.00 pm

Please direct any enquiries on these minutes to:

Kieran Elliott (Senior Democratic Services Officer), 01225 718504, Tel: 01225 718504 or (e-mail) kieran.elliott@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Stewart Dobson (Vice Chairman) and Cllr Jemima Milton (Chairman)

Wiltshire Council Officers

Andrew Jack, Community Area Manager
Kieran Elliott, Senior Democratic Services Officer

Town and Parish Councils

Marlborough Town Council – Cllr Marion Hannaford-Dobson (Mayor)
Avebury Parish Council – Cllr Andrew Williamson

Total in attendance: 14

| <u>Agenda Item No.</u> | <u>Summary of Issues Discussed and Decision</u> |
|------------------------|--|
| 24 | <p><u>Chairman's Welcome and Introductions</u></p> <p>The Chairman welcomed everyone to the meeting, and also noted those parish representatives who were in attendance.</p> |
| 25 | <p><u>Apologies for Absence</u></p> <p>An apology was received from the Office of the Police and Crime Commissioner.</p> |
| 26 | <p><u>Declarations of Interest</u></p> <p>There were no declarations of interest.</p> |
| 27 | <p><u>Community Area Grant Scheme</u></p> <p>It was noted that with two members absent the Area Board was therefore inquorate and unable to make a decision on the grant applications. It was clarified, however, that those members present could discuss the grants and come to view as to the most appropriate allocation, if any, of grant to the applicants. The Community Area Manager would then need to prepare a report for the Leader of the Council to take a delegated decision to approve that recommendation, owing to the authority of Area Boards to approve grant funding being delegated from the Leader. The Leader would be under no obligation to approve such grants, and it was only due to the requested grants requiring approval prior to the next meeting of the Area Board that such a process would be considered.</p> <p>The Area Board considered 3 applications for Community Area Grant funding. The Community Area Manager introduced each application, following which a representative of the applicant was given an opportunity to give a brief overview of their project to the Area Board.</p> <p><u>Resolved:</u></p> <p>Avebury Day – requested £1,000 towards putting on a parish fete for both members of the local community and visitors from further afield.</p> <p>Recommendation to Leader: To award £750, with the applicants to pay back up to that amount for every pound of profit over £1000.</p> <p><u>Reason</u> – <i>The application met the Community Area Grants Criteria 2014/15.</i></p> |

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| | <p>Avebury Cricket Club – requested £1,336 towards refurbishing the club’s cricket nets. Recommendation to Leader: To award £1000. <u>Reason</u> – <i>The application met the Community Area Grants Criteria 2014/15.</i></p> <p>MinalPlay – requested £5,000 towards installing new outdoor gym / fitness equipment in the village. Recommendation to Leader: To award £4000 <u>Reason</u> – <i>The application met the Community Area Grants Criteria 2014/15.</i></p> |
| 28 | <p><u>Next meeting of the Area Board</u></p> <p>The Chairman thanked everyone for attending and asked that the evaluation forms be completed.</p> <p>It was noted that the next meeting of the Marlborough Area Board would be on 30 September 2014.</p> |

Agenda Item 5

Chairman's Announcements

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| Subject: | Changes to the Electoral Registration System |
| Officer Contact Details: | Donna Mountford - Communications Officer |
| Further details available: | www.gov.uk/yourvotematters |

Summary of announcement:

Over the summer, all Wiltshire residents will receive a letter through the post telling them about the biggest change to the electoral registration system in nearly 100 years.

The letter will explain that a new, more secure, system of Individual Electoral Registration is being introduced to replace the old Victorian system where the "head of household" registered everyone living in a property. Now, each individual will be responsible for registering themselves.

Many Wiltshire residents will automatically move onto the new electoral register. However, some will need to take action to join or remain on the register, which they will now also be able to do quickly and easily online. People will need to provide their National Insurance Number and date of birth when registering. This will be used to verify that the person making the application is who they say they are and will in turn reduce the risk of fraud and inaccurate entries on the register.

This summer the Electoral Commission is running a major advertising campaign that will raise awareness of the change to Individual Electoral Registration. Leaflets are also available here tonight for you to take away with you.

For more information visit www.gov.uk/yourvotematters .

Chairman's Announcements

Garden Waste Consultation

Summary of announcement:

The Council faces significant financial pressures with reduced funding from central government, increased service demand and inflation and these pressures are likely to increase. One way of achieving some savings towards this is by changing the way the garden waste collection service is delivered at the kerbside in Wiltshire. The Council currently delivers a fortnightly non-chargeable kerbside garden waste collection service to those residents that request the service.

The Council's Cabinet agreed to undertake a public consultation exercise to gain residents' views on potential future changes to the current kerbside garden waste collection service. The consultation runs from 1 July until the 1 September and presents residents with three proposals for changes to the service. The proposed changes are:

1. A three month suspension of the non-chargeable kerbside garden waste service with no collections taking place in December, January and February.
2. A five month suspension of the non-chargeable kerbside garden waste service with no collections taking place in November, December, January, February and March.
3. To introduce a chargeable kerbside garden waste collection service instead of the current non-chargeable service.

Residents are asked to pick the one option which best meets their needs. From 1 July you can find out more information and contribute to the consultation:

- Online by visiting the Council's website and following the link to public consultations
- Online at your local library
- By picking up a leaflet from your local library, leisure centre, council office or town council office.
- By completing the form in the summer 'Your Wiltshire' magazine

Leaflets will also be made available at area board meetings.

Should you have any further questions which are not answered by the consultation documents, you can contact the council by emailing gardenwasteconsultation@wiltshire.gov.uk or by telephoning 0300 456 0102.

Community Area Board Chairman's Announcement

Service : Children's Services / Communities **Further Enquiries to:** James Fortune / Steve Milton

Date Prepared: 08 September 2014 **Direct Line:** (01225) 713341 / (01722) 434255

For the attention of: Area Board Chair's; Democratic Services Officers; Community Area Managers

Implementing a community-led model for youth activities

Introduction

In May 2014 Cabinet agreed to adopt a community-led model for the provision of positive activities for young people. By delegating responsibility and resources to Community Area Boards for youth activities, Wiltshire Council is committed to supporting young people and their communities to come together to develop a responsive and locally driven positive activities offer for young people.

The new model means the positive activities offer will develop differently in each of the 18 Community Area Board areas to reflect local needs. A positive activity can be any educational or recreational leisure-time activity that is arts, sports, leisure, informal education and community based which helps young people achieve healthy and safe lifestyle outcomes.

This briefing provides members with an update on progress and next steps to support implementation.

The current youth service offer

The council's open access youth work offer comes to an end during September in preparation for the commencement of the community-led model on 01 October 2014.

As in previous years, during the school holidays, normal youth work provision was largely replaced with a summer programme, where youth workers focused on providing planned activities.

Community Youth Officers have been appointed in fifteen of the eighteen Area Board areas, with further interviews planned for the remaining posts on 16 September. In addition, three Youth Support Workers have now been recruited to provide 1:1 support to vulnerable young people from October.

For information about current youth work activity and Community Youth Officer appointments, please contact Kevin.Sweeney@Wiltshire.gov.uk

Youth Centre Property Asset Review

The change to the way the youth service is delivered has triggered the need to review the property asset status of the youth centres. This work is currently underway and a further update will be provided to Area Board Chairs in due course.

The council has a vast range of equipment which has been used by young people ranging from games consoles to pool tables. A comprehensive inventory of this equipment has been made on a community area basis and will be made available to voluntary and community sector youth activity providers, subject to Area Board approval.

For information about youth centre buildings or to enquire about the use of any Wiltshire Council owned property asset in connection with the delivery of the new model please contact propertyassets@Wiltshire.gov.uk

Positive activities for young people with Special Educational Needs and/or Disabilities (SEND)

To date, additional staff support has been provided by the council's youth work team to enable young people with SEND to access mainstream positive activity provision. This has taken the form of nine 'bridging projects' which offer weekly/evening, centre-based youth work sessions. 'Bridging Projects' are available in Chippenham, Devizes, Durrington, Malmesbury, Marlborough, Pewsey, Salisbury, Tisbury, Trowbridge and Warminster. Some are well attended whilst others have benefited a more limited number of young people.

'Bridging projects' are part of a much broader and comprehensive range of short breaks and leisure activities that are available to children and young people with SEND.

Going forward children and young people with SEND will continue to have access to a broad range of short breaks and leisure activities provision. In addition, young people with SEND will have access to community based youth activities and it will be important that Area Boards ensure positive activity provision is inclusive and takes into account the needs of all vulnerable groups.

From October, community-led positive activity clubs will be provided in Salisbury and Tisbury. Barnardo's have been commissioned to provide a youth activities service in other areas across the county. Further information on these services will be made available within the next few weeks and the council is working closely with the Wiltshire Parent Carer Council to manage these changes.

Support for Community Area Boards

Area Board briefings

All Area Boards have been offered an initial face to face briefing on the changes, with sixteen having taken place to date.

Each Area Board has delegated authority, a devolved budget and dedicated Community Youth Officer (CYO) to support the implementation of the new model in its area. The CYO will be accountable to the Area Board for the delivery of agreed local priorities and the Area Board will be the responsible body for youth activities at a local level.

Community Area Boards will work within the council's policy as set out in the Leaders Guidance which covers issues such as safeguarding, equalities and the use of resources. A 'Positive Activities Toolkit' will also be available which provides a 'how to do it', 'step by step' guide for developing and delivering provision. The toolkit will be released to Community Youth Officers and Community Area Board Managers shortly.

Each Area Board will establish and maintain a Local Youth Network (LYN), to understand local needs and make recommendations to the Area Board on how funding for positive activities should be deployed. The LYN will be an open network of organisations in the area that have an interest or involvement in the provision of positive activities for young people. The LYN will be supported by a smaller coordination group facilitated by the Community Youth Officer.

One of the early tasks of the LYN will be to work with young people to identify local priorities informed by the needs identified within the Community Joint Strategic Assessment for the area. This will provide Area Boards with a clear direction in terms of youth activities and spending.

To enable Area Boards to satisfy themselves and the local community that budgets are being targeted appropriately, a new system for monitoring the impact of youth activities will be introduced with regular reports to the LYN and Area Board.

Leader's Guidance & Local Youth Network (LYN) Terms of Reference

Leaders Guidance for Positive Activities and Terms of Reference for Local Youth Networks have now been issued by the Leader of the Council (attached). Area Boards are required to read and adopt these documents, as well as commence work to establish their LYN.

Funding providers to deliver positive activities

Community Area Boards will be able to fund providers to deliver positive activities via a grants process and/or procurement exercise.

A specific grant funding scheme for positive activities has been developed, which will be included in the 'Positive Activities Toolkit'. In addition, a catalogue of positive activity providers is currently being developed and will be ready in November for those areas which wish to follow the procurement route and enter into more formal contractual arrangements with providers.

Workshops

A number of workshops have been organised for Area Board members, Community Youth Officers and Community Area Managers. Area Boards are encouraged to nominate one or more members to attend one of the following sessions:

Monday 29 September (5pm till 8pm) – Salisbury City Hall, Salisbury

Tuesday 14 October (9:30am till 1:30pm) – The Council Chamber, County Hall, Trowbridge

Tuesday 28 October (5:30pm till 8:30pm) – The Council Chamber, Monkton Park, Chippenham

Please e-mail Sukhvir.Kaur@Wiltshire.gov.uk to book places for your Area Board.

The workshops will focus on the Leader's Guidance, Local Youth Network Terms of Reference and 'Positive Activities Toolkit'. This will include taking participants through the grant funding and procurement processes as detailed above.

A market development event for voluntary and community sector providers who are interested in delivering positive activities has also been arranged for **Tuesday 30 September**. This will provide organisations with information about the community-led model, along with detail of how to apply for grants and join the positive activities catalogue of accredited providers. Organisations who are interested in attending this event can use the e-mail address above to book a place.

For further information please contact:

James Fortune (Lead Commissioner Childrens Services) 01225 713341

Steve Milton (Head of Community Governance) 01722 434255

Community Area Transport Group Recommendations to Marlborough Area Board

1. Purpose of Report

- 1.1 To provide an update on the position of the proposals from the CATG meeting that took place on 3 July 2014.
- 1.2 To request that Marlborough Area Board supports the recommendations of the Community Area Transport Group made at its meeting of 3 July 2013.

2. Finances

- 2.1 Marlborough CATG received a new funding allocation for 2014/15 of £13,615.
- 2.2 Along with money remaining from the previous financial year and rolled into this year, Marlborough CATG has a total of £16,726 available to be allocated in 2014/15.
- 2.3 No funding from 2014/15 has yet been allocated to projects.

3. Background

- 3.1 CATG Chairman, Cllr James Sheppard (JS) gave an introduction to the meeting followed by introductions from attendees.
- 3.2 This meeting looked at progress towards the projects allocated funding from the 2013/14 budget. Several smaller projects for 2014/15 were discussed and some funding allocated to them.
- 3.3 There was also a summary and discussion of the Highways issues logged on the area boards system.

4. Priority Schemes for 2013/14

- 4.1 Steve Hind (SH), Wiltshire Highways, described the further development made towards the eight projects awarded funding in 2013/14.
- 4.2 **Broad Hinton:** Coloured surfacing and white gates at entrances to village
 - 4.2.1 SH explained about discussions he has had with the Parish Council about the project. It is linked in with the change of speed limit on the A4361 from 60 to 50mph through the village. Balfour Beatty is due to carry out this change but delays mean there is not a date set for this work. SH apologies for there still being no date but assured the group it is on a list of schemes, although Balfour Beatty's programme keeps changing.
 - 4.2.1 JS asked if Balfour Beatty were actually doing what they say. SH replied that there were no improvements from before. There was discussion about Wiltshire Council's contract with Balfour Beatty. JS will again contact Cllr Phillip Whitehead, Portfolio holder for Highways, about this situation.
- 4.3 **Lockeridge:** Coloured informal crossing points and new planters.
 - 4.3.1 SH comments on the narrow road through the village and expects that Balfour Beatty would need to close the road in order to carry out this work. SH mentioned there is already a closure planned for work to the bridge for

- September and wanted Balfour Beatty to be able to coincide the two bits of work using the one road closure.
- 4.3.2 Again, Balfour Beatty needs to be pinned down as to the date of carrying out this work.
- 4.4 **Manton:** Informal crossing at playground, Bridge St.
- 4.4.1 SH confirmed Balfour Beatty requires a road closure and will put in the notice to get this. There is a 12 week lead time for the notices of a road closure so this work should be scheduled for the beginning of October.
- 4.5 **Manton:** Footway improvement to Bridge St / High St, Manton.
- 4.5.1 SH confirmed the Council's contractor, Atkins, has now carried out the survey in order for SH to complete the design.
- 4.5.2 This work will also need a road closure. SH will try to programme this in as one day's work but this will have to be after October.
- 4.6 **Ogbourne St Andrew:** White gates at entrances to village
- 4.6.1 SH confirmed the package including white gates and new coloured road surface has been passed to Balfour Beatty. Again, this will need a road closure and thus another 12 week wait for this to come into force.
- 4.6.2 SH is trying to get the removal of the old coloured surfacing included in this scheme so that both north and south entrances to the village are in the correct place.
- 4.7 **Ramsbury:** creation of a new virtual footway and crossing point at Back Lane.
- 4.7.1 Both SH and Cllr Sheila Glass (SG) (Ramsbury PC) confirm that this work is now complete and that Ramsbury PC and the village are very pleased with this. SG thanked Highways for this work.
- 4.8 **Aldbourne:** proposed new zebra crossing over B4192.
- 4.8.1 SH explained how to qualify, the location in Aldbourne needed to show a slow enough traffic speed. A recent Metrocount has shown this speed to be low enough. Next, a pedestrian count needs to take place to show that enough people wish to cross at the location. Carrying this out will cost CATG £800. SH pointed out that the group still needed to agree to this cost. Cllr Anne Deucher (AD) (Aldbourne PC) stated the case for the need for this crossing in the village, given the speeds of traffic and the type of road. Spencer Drinkwater (SDr) (Wilts Highways) commented that the survey would look at where people do cross at this location and that will be used to decide the best route across compared to what is considered the safest. There was discussion about where the best place to cross might be.
- 4.8.2 JS asked if CATG agreed to fund the cost of the pedestrian survey. JS asked SH when the survey might take place and it was agreed it would be best for it to be done during term-time when children travel to school.
- 4.8.3 JS asked for a decision on the funding and the group was in favour.
- 4.9 **Ogbourne St Andrew:** proposed new zebra crossing over A346.
- 4.9.1 In order to qualify for a new zebra crossing, the chosen location needs vehicles to pass at a slow speed and for there to be enough pedestrians wanting to cross there. A Metrocount has already been carried out showing the 85th centile to be 42.6mph, which is higher than the 35mph to allow a zebra crossing to be installed. SH raised the idea of installing a Puffin crossing in the village, but that this would cost £60k and to qualify, there would need to be 50 pedestrians per hour wanting to cross. Cllr John Hetherington (JH) (Ogbourne St Andrew PC) mentioned that he felt vehicle speeds were coming down since the change in

speed limit. There were suggestions for doing new Metrocounts at either end of the village to test this and if needed to have the northern end of the village put on the SID rota as well as the southern.

4.9.2 There were also discussions about whether the local bus company, especially on the school pickups, could go into the village and collect passengers there. This was inconclusive as residents of Crawings Piece, on the other side of the road, would still need to cross the A346 to reach the bus.

4.9.3 It was agreed to wait before doing another Metrocount in the village until after the new white gates and coloured surfacing had been installed to see if they have further effect on slowing vehicle speeds.

4.10 **Axford:** 30mph repeater roundels.

4.10.1 Martin Cook (MC) and Rebecca Busby (RB) (Wilts Highways) still need to assess the distance between light columns through the village to determine if they are the regulation distance apart. This will decide if repeater roundels through the village are allowed or not.

5. **New Priority Schemes 2014/15**

5.1 A number of small areas of work needing CATG funding were raised and discussed by the group:

5.2 Traffic issues through Froxfield

5.2.1 Graham Francis (GF) (Clerk to Froxfield PC) described the PC's plans to try to reduce the current 40mph limit on the A4 through the village to 30mph. A Metrocount in the village has been requested and Andrew Jack (AJ) (Community Area Manager) is chasing this. SH comments that this part of the A4 should have been part of the A-roads speed limit review from a few years back but MC thought this only covered roads outside of settlements. This would show the need for a Metrocount to be valid.

5.2.2 MC suggests using islands in the roadway as was done at Beckhampton as a way to narrow the carriageway and try to bring down speeds. JS suggests carrying out the Metrocount (to check current speeds), putting in the islands and using a second Metrocount to check any change.

5.2.3 There was also the matter of widening the footpath alongside the A4 in the eastern part of the village. MC has not yet visited the site but wondered if the old footway has been covered over and could be cleared or if the ditch next to the footpath needs to be piped in order to widen the footpath. JS asks for this survey to happen and for a decision on what needs to happen.

5.3 New dropped kerb at exit of Pattern Alley onto Kingsbury St. Marlborough

5.3.1 This is an issue previously raised by Cllr Stewart Dobson (SDo) (Wilts Council & Marlborough TC) about the ease of pedestrians using Pattern Alley and wanting to cross Kingsbury St. He has previously been in discussion with MC.

5.3.2 JS asked if this needed agreement from the group. As this is allocation of CATG funding it does. The group agreed to the funding of this work.

5.4 New Dropped kerb at Knowledge Crescent, Ramsbury

5.4.1 Sheila Glass has raised this problem about a wheelchair-bound resident effectively being trapped in their house as a result of not being able to get down the kerb. This is not within the area of maintenance, so funding will need to come from CATG.

5.4.2 CATG agreed the funding of this work.

6. Summary of On-going Issues

- 6.1 Of the traffic and transport related issues on the Community Issues System the following action is being undertaken:
- 6.2 New cycle parking on Marlborough High Street. AJ has been in touch with Richard Mortimer from Parking Services about giving up one car space to turn into cycle parking. He is prepared to give up the space but not the income it provides. JS has contacted Cllr Phillip Whitehead and has a possible way to overcome this. It is suggested to move a disabled parking space to the side of the High St and turn the former disabled space into new cycle parking. This way the High St does not lose a paid parking space or disabled parking but gains new cycle parking. This will be for an experimental period of up to 18months. There was discussion around how this can be monitored to show the experiment has been a "success". Highways record the number of letters of complaint an experimental scheme gets and makes a judgement based on this. AJ has contacted Marlborough's cycling group and they are prepared to carry out an ad hoc survey of the numbers of cycles parked there. AJ has also approached the Marlborough town clerk about a similar survey.
- 6.3 Maintenance of the kerb at The Green, Aldbourne. The issue raised by the parish council concerning damage to the area around the Green will need CATG funding to make good. Balfour Beatty will need to quote a price for this and Martin Cook will request that for the next CATG meeting so a decision on allocating funding can be taken. Martin Cook will also work with the residents of this area and the parish council to stop these blockages happening.
- 6.4 Speeding vehicles on A346 through Ogbourne St Andrew. This ties in with the work done by the parish council to address speeding and may be related to the recent change in speed limit from 40 to 30mph. Much of this has already been covered earlier in the meeting.
- 6.5 Improving access to Preshute School. This Issue is about improving access to the school for parents on foot to be able to drop off their children more safely. This is part of a bid to the Taking Action On School Journeys fund. It was decided to wait for the outcome of this bid.
- 6.6 Traffic on George Lane, Marlborough. This Issue is from a resident who is trying to do something about the size, speed and quantity of vehicles on George Lane. As George Lane is a B-road, it should be expected to receive a certain volume of traffic and the alternative route is along the High St. As an area lit by streetlamps, drivers must assume the speed limit is 30mph and repeater roundels are not permitted. If it is believed there is a speeding issue, it can be tested by a Metrocount. AJ has already passed a Metrocount request form (to be confirmed by MTC) to the resident and has not heard back. AJ will chase once then take this off the system.
- 6.7 Speeding traffic on A4 through Froxfield. This has already been covered earlier in the meeting. A Metrocount request form has been submitted by the parish and chased by AJ.
- 6.8 Vehicle speeds on A4 at Fyfield, particularly at the Lockeridge and Bell Inn junctions. The types of incident taking place here, especially at the Fyfield junction, were described by highways officers. It was thought incidents often happened because westbound cars overtook those slowing and turning left to Lockeridge and went into eastbound cars coming over the crest of the hill. One

solution there was suggested as new right turn lane for eastbound traffic. That would protect eastbound cars wanting to turn right from being shunted from behind but also prevent westbound cars from doing the overtaking described above. It would also help to make the main east-west carriageways narrower which could help reduce vehicle speed.

- 6.9 Request for warning signs on C18 at Rockley. Kennet Valley Driving Group, an RDA carriage driving group operate from stables in Ogbourne Maisey and often drive their carriages along the C18 in convoy. They would like to have permanent signs put up warning drivers of the slow moving horse-drawn convoy. This was discussed by the group, although Ogbourne St Andrew PC, where this takes place, had not heard of the request. Highways officers felt that temporary signs would be more effective as research shows drivers start to ignore warnings about a hazard which is there infrequently. CATG could fund the new signage.

7. Selecting Roads for 20mph Limit

- 7.1 Under Wiltshire Council policy, each CATG can request up to two roads per year to be considered for 20mph limits. Marlborough CATG has received requests for Hilldrop Lane and Back Lane in Ramsbury, village lane Ogbourne St Andrew and Manor Lane in Baydon to be put forward. Representatives from each parish described the roads they wished for change. SH confirmed all were suitable for consideration.
- 7.2 JS asked for a show of hands in favour of each. The two most popular roads were Back Lane, Ramsbury and village lane, Ogbourne St Andrew. These will be submitted to Highways for further consideration and implementation. The other two roads will be reserves.

8. Speed Limit Reviews.

- 8.1 Under a previous C-class road speed review, the C18 (Marlborough to Broad Hinton) was reviewed and a recommendation was to change the speed limit from 60mph to 40mph for several hundred metres north west of the start of the current 30mph limit in Free's Ave. This is to bring vehicle speeds down before entering the 30mph zone. Implementation has not taken place due to CATG resources being directed to Village Traffic Plans during 2013/14. SH and AJ brought this recommended change to CATG's attention and asked the group if they were happy for it to be implemented. This cost falls to CATG. SH felt this would cost approx. £3,000
- 8.2 JS asked for a show of hands for those in favour of implementing this change. The group agreed to the implementation and to the cost of this.
- 8.3 SH mentioned that CATG is still able to request new C-class road speed reviews. Cllr Tamsin Will (TW) (Baydon PC) proposed the C189 running from Baydon, through Aldbourne to where it meets the A346 at Ogbourne St George. AD agreed with this choice. SH said the review would cost CATG approx. £3,000.
- 8.4 JS asked for a show of hands for those in favour of reviewing the C189. The group agreed to this review and to the cost of this.

9. Other Highways Issues

- 9.1 AD mentioned a public meeting held in Aldbourne about vehicle speeds, particularly on the ways out of the village as drivers accelerate. The meeting agreed there is a need for reducing speeds coming in and going out of the

- village. AD wondered about 20mph limits for some roads. SH advised the group that reducing the speed limit does not always bring speeds down and that for a road to be considered for 20mph, vehicle speeds need to be close to 20mph already. AJ pointed out that Community Speedwatch might be a useful tool in bringing down speeds. JS agreed that speeds need to be monitored including using Community Speedwatch.
- 9.2 Cllr Geoff Martin (GM) (Broad Hinton PC) asked about getting roadside planters like have been used in Avebury. He was advised to liaise with MC and RB.
- 9.3 TW pointed out that the traffic management scheme for Baydon is nearly complete and the village is pleased with it. Whilst the road had to be closed for a while, because this was a community project, residents felt they could comment about it, instead of if it had been imposed by Wiltshire Highways. TW added that Baydon's Community Speedwatch group had been operating for two years building up data to enable the chicane to go in. SH asks about the streetlights around the chicane. They are wobbly and are not yet lit. SH is trying to resolve this but JS is also prepared to escalate this to Cllr Jane Scott. TW also said that Baydon would like to install another chicane at the other end of the village and had so far raised £3,000 towards this.
- 9.4 JH asked about the possibility of getting a barrier to be put on the verge outside Ogbourne St George School to stop children running out from school and straight into the road. He asked if this was a CATG matter. There was discussion about this and MC said that if the school can buy the barrier, his team can get it installed.
- 9.5 Cllr Richard Allen (RA) (Marlborough TC) raised a point from Savernake Ct, Marlborough where it meets Salisbury Road, asking if a "concealed entrance" sign could be put up to help residents trying to leave the street onto the busy A346. MC pointed out that Wiltshire Highways does not put up this type of sign. MC suggests that the re-surfacing of Salisbury Road might help to emphasise the entrance to Savernake Ct, once new white lines are painted, etc. MC also recommended residents keep back foliage, etc that might block sightlines. This will be taken back by RA.
- 9.6 RA also mentions the condition of The Green on Herd St and the way vehicles mount the kerb at the traffic lights and tear up the grass. He requested bollards at this point, including one to be removable to allow vehicle access to this area. MC pointed out that the old road surface is still under this grass with shallow soil and it is easily damaged. There has been a new order for some wood-effect plastic bollards. AD suggests using sarsen stones there as on other parts of The Green. JS asks that MC gets together with RA and maybe Marlborough TC to sort this out.
- 9.7 AD asks about the cleaning / refurbishment of road signs, saying there is a 30mph sign in the village that is almost worn out. MC says that in this case the sign will need replacing and he can order a new one. There was discussion about Community Days and the help that Wiltshire Council can provide in setting these up and doing work on the day. Regarding overhanging trees, etc MC advised it better for the local PC to send a polite letter to the homeowner rather than a letter from Wiltshire Council as the council's letter sounds heavy handed.

9.8 TW asks about a “pedestrians in road” sign that has been requested through CATG. MC will chase this up.

10. Recommendation

10.1 To note the discussions held at the CATG meeting of 3 July 2014 as outlined above and the progress towards developing priority schemes.

10.2 To confirm the list of expenditure agreed by CATG at the meeting of 3rd July 2014. This is: pedestrian survey, Aldbourne - £800; new dropped kerb at Pattern Alley - £800; new dropped kerb at Knowledge Crescent - £800; implementation of changes to C18, Free’s Ave Marlborough - £3,000; speed limit review C189 Baydon to Ogbourne St George - £3,000. Total: £8,400.

Contact: Andrew Jack
Marlborough Community Area Manager

Background Papers
CATG notes of 03.07.2014

Appendices
None

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|------------------------|-------------------------------|
| Report to | Marlborough Area Board |
| Date of Meeting | 30 September 2014 |
| Title of Report | Area Board Funding |

Purpose of Report

To ask councillors to consider officer recommendations in respect to:

1. **Kennet Valley Hall** – requested £900 towards new floor maintenance equipment. Recommendation: Meets criteria.
2. **Greatwood Charity** – requested £845 towards costs of training for staff in de-escalating conflict. Recommendation: Meets criteria.
3. **Kennet Valley Amateur Dramatic Society** – requested £952.46 towards new microphones and sound equipment. Recommendation – Meets criteria.
4. **We Love Marlborough** – requested £2,149.07 towards the costs of staging the 2014 Christmas light switch on and lantern parade. Recommendation – Meets criteria.
5. **Marlborough Allotment Association** – requested £997.23 towards new notice boards, additional security and improved drainage at their allotment sites. Recommendation – Partly meets criteria.

1. Background

- 1.1. Area Boards have authority to approve Area Grants under powers delegated to them by the Deputy Leader and Cabinet member for Adult Care, Communities and Housing (5 April 2013). Under the Scheme of Delegation Area Boards must adhere to the Area Board Grants Guidance 2013/2014.
- 1.2. In accordance with the Scheme of Delegation, any decision of an Area Board that is contrary to the funding criteria and/or the officer's recommendation would need to demonstrate that the application in question has a wider community benefit, and give specific reasons for why this should justify an exception to the criteria.
- 1.3. The Localism agenda supports the ethos of volunteering and community involvement and the nurturing of resilient communities. With this in mind Community Area Grants (CAGs) should be encouraged from and awarded to community and voluntary groups.
- 1.4. The area board may want to link funding to local priorities, including those identified in their Community Plan, Local Area Joint Strategic Assessment and any other community based consultative work. Links to these electronic documents can be found below.
- 1.5. Marlborough Area Board has been allocated a 2014/2015 budget of **£41,691.57** for community area grants, digital literacy grants, community partnership core funding, area board operational funding and area board/councillor led initiatives. This figure is lower than in previous years.
- 1.6. This figure is made up of £35,437.57 of Capital funding and £6,254 of Revenue funding. Grants awarded during 2014/15 will be allocated either Capital or Revenue funding.
- 1.7. In addition to CAGs and digital literacy grants councillors can submit an Area Board/Councillor Led Initiative. This enables area boards to tackle sticky community issues and/or community identified priorities. Cabinet have emphasised that they do not wish these to be used to avoid complying with Community Area Grant criteria or for filling gaps where there are council service shortfalls.
- 1.8. In support of the Olympic and Paralympic legacy, in 2014/15 the Marlborough Area Board invites applications that encourage young people and people with disabilities to become more actively involved in sports, outdoor activities, recreation, arts and volunteering.
- 1.9. Applications of up to and including £1,000 can be made for a Community Area Grant, which will not require matched funding. Amounts of £1,001 - £5,000 will be required to find matched funding. The area board will rarely award more than £5,000. Grants of up to £500 are available for Digital Literacy projects.

- 1.10. There will still be a single on-line application process for Community Area Grants (CAG) and Digital Literacy grants, introduced to provide an easy step by step application process. The application process and funding criteria can be found [here](#).
- 1.11. Area boards will not consider CAG applications from town and parish councils for purposes that relate to their statutory duties or powers that should be funded from the local town/parish precept. However this does not preclude bids from town/parish councils, encouraging community projects that provide new opportunities for local people or those functions that are not the sole responsibility of the town/parish council.
- 1.12. Officers are required to provide recommendations in their funding reports (except in the case of Area Board/Councillor led initiatives), although the decision to support applications is made by Wiltshire councillors on the area board. This recommendation will be to confirm if the application meets the criteria of the grant scheme or not.
- 1.13. Funding applications will be considered at every Area Board meeting whilst there is money available.
- 1.14. All recipients of area board funding are expected to complete an evaluation form as soon as the project has been completed and provide receipts if requested. Groups are encouraged to up-load information and photographs about their project on to their area board [blogsite](#). Recipients of grants are also asked to come back to future area board meetings to provide a verbal update on their project to spread good practice and encourage other applicants. Failure to evaluate projects will preclude applicants/organisations being considered for future funding.

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| Background documents used in the preparation of this report | Area Board Grant Criteria and Guidance 2013/14 as approved by delegated decision Marlborough Community Area Plan, 2012-17 Joint Strategic Needs Assessment for Marlborough, 2013 |
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2. Main Considerations

- 2.1. Marlborough Area Board has been allocated a 2014/2015 budget of **£41,691.57** that may be allocated through Community Area Grants, Digital Literacy Grants, Area Board / Councillor Led Initiatives.
- 2.2. Councillors will need to ensure that the distribution of funding is in accordance with the Scheme of Delegation outlined in Section 1 of this report.

- 2.3. Councillors will need to be satisfied that grants awarded in 2014/2015 are made to projects that can realistically proceed within a year of the award being made.
- 2.4. There four funding rounds remaining during 2014/15, including this meeting. Deadlines for receipt of funding applications to be considered at future area board meetings are as follows:
- **15 September 2014 for consideration on 30 September 2014**
 - **10 November 2014 for consideration on 25 November 2014**
 - **12 January 2015 for consideration on 27 January 2015**
 - **9 March 2015 for consideration on 24 March 2015**

3. Environmental & Community Implications

- 3.1. Area Board Grants contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

4. Financial Implications

- 4.1. Awards must fall within the Area Boards budget allocated to the Marlborough Area Board.
- 4.2. For this meeting, Marlborough Area Board has received applications for projects totalling **£3,097.49** in Capital costs and **£2,746.27** of Revenue costs. The area board will need to be aware that if all applications are awarded at this meeting, it will have £18,358.08 of Capital funding and £2,757.73 of Revenue funding remaining for the rest of the financial year.

5. Legal Implications

- 5.1. There are no specific legal implications related to this report.

6. HR Implications

- 6.1. There are no specific HR implications related to this report.

7. Equality and Inclusion Implications

- 7.1. Community Area Grants will give local community and voluntary groups, town and parish council's equal opportunity to receive funding towards community based projects and schemes, where they meet the funding criteria.
- 7.2. Implications relating to individual grant applications will be outlined in section 8, "Officer Recommendations" of the funding report.

8. Officer Recommendations

| Ref | Applicant | Project proposal | Funding requested | Recommendation |
|------|--------------------|---|-------------------|----------------|
| 8.1. | Kennet Valley Hall | To purchase new floor maintenance equipment | £900 | Meets Criteria |

8.1.1. This application meets grant criteria 2014/15 and has been classified as a Capital project by Wiltshire Council finance department.

8.1.2. Kennet Valley Hall management committee currently pay a floor cleaning contractor to come and clear the hall's floor once per month. This is sometimes not enough to keep the hall at the high standard of cleanliness that users require. By having their own equipment, the committee will no longer need to pay a contractor and will be able to clean the floor as and when the committee and users feel it is necessary. This will help to maintain the floor, keep it looking better for longer and help make the hall more sustainable.

8.1.3. This project meets several issues raised through the Marlborough area plan including 'recreation facilities and amenities for young people' and 'provision of safe social facilities for young people' (p. 11) and 'lack of local entertainment and cultural facilities' (p. 18).

8.1.4. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include "develop events and cultural programs to enliven the *whole* community, particularly cinema and other highly inclusive activities".

8.1.5. Marlborough Area Board has previously funded Kennet Valley Hall. The applicant has requested just under 50% of the costs of this project, which is within the criteria of this scheme.

| Ref | Applicant | Project proposal | Funding requested | Recommendation |
|------|-----------------------|---|-------------------|----------------|
| 8.2. | The Greatwood Charity | De-Escalating Conflict Training for key staff | £845 | Meets Criteria |

8.2.1. This application meets grant criteria 2014/15 and has been classified as a Revenue project by Wiltshire Council finance department.

8.2.2. Greatwood works with young people with a variety of SEN ranging, but not limited to: autism, ADHD, Down Syndrome, Global Development Delay, Attachment Disorder, Asperger Syndrome as well as social, emotional and

behavioural difficulties. Greatwood aims to help those who are, or have previously struggled in mainstream education. Guidelines released by the Department of Education suggest that “De-escalating Conflict Training” is of paramount importance in promoting and safeguarding the welfare of all pupils and staff.

8.2.3. The Great Charity currently works with over 40 young people from local school including St John’s Marlborough, as well as receiving referrals from other local organisations such as the integrated youth service and the Prince’s Trust.

8.2.4. This application demonstrates a link to the Marlborough Community Plan, 2012-17, p19 “Young people not in education, employment or training (NEET)”.

8.2.5. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include “Peer Mentoring –Match making/joining together with the right people”

8.2.6. Marlborough Area Board has previously funded Greatwood Charity. The amount requested by the applicant falls under the threshold for needing any match-funding and therefore meets the criteria for the scheme.

| Ref | Applicant | Project proposal | Funding requested | Recommendation |
|------|--|-------------------------------------|-------------------|----------------|
| 8.3. | Kennet Valley Amateur Dramatic Society | New microphones and sound equipment | £952.46 | Meets Criteria |

8.3.1. This application meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.

8.3.2. Kennet Valley Amateur Dramatic Society (KVADS) is a new organisation and has resurrected the village’s traditional panto. Previously they have been able to borrow microphones and sound equipment to put on their performances. This increases the enjoyment of both audience and performers. That equipment is no longer available to them and KVADS would like the buy their own to be able to grow as an organisation and put on high quality performances.

8.3.3. This project meets several issues raised through the Marlborough area plan including access to safe social facilities for young people, provision of after-school activities (p.11) and lack of local entertainment and cultural facilities (p. 18).

8.3.4. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include “Develop events and cultural programs to enliven the whole community, particularly cinema and other highly inclusive activities”.

8.3.5. Marlborough Area Board has not previously funded KVADS. The amount requested by the applicant falls under the threshold for needing any match-funding and therefore meets the criteria for the scheme.

| Ref | Applicant | Project proposal | Funding requested | Recommendation |
|------|---------------------|------------------------------------|-------------------|----------------|
| 8.4. | We Love Marlborough | Marlborough Christmas Lights Night | £2149.07 | Meets Criteria |

8.4.1. This application meets grant criteria 2014/15 and has been classified as having both capital elements (£247.80) and revenue elements (£1,901.27) by Wiltshire Council finance department.

8.4.2. We Love Marlborough is working in partnership with Marlborough Town Council and other cultural and artistic groups to develop the Marlborough Christmas lights switch on into a popular local events for the wider community. Building on the success of previous years, this year's event will involve a lantern parade, free family craft activities, and professional staging and lighting for local groups to perform on.

8.4.3. The event will also benefit local traders by including the Marlborough Communities Market as well as making the High Street a vibrant place for shoppers. The event is expected to attract approx. 3,500 visitors.

8.4.4. This project meets several issues raised through the Marlborough area plan including support for new and small businesses, support for rural businesses and encouragement and support for tourism businesses (p. 9) maintaining a vibrant and healthy High Street (p. 17) and improving inadequate co-ordinated promotion of events (p. 18).

8.4.5. This application meets priorities that were raised by the JSA document and discussions from March 2014. These include "Develop events and cultural programs to enliven the whole community, particularly cinema and other highly inclusive activities" and "Co-ordinate and grow the number of events and activities that use the Historic High Street".

8.4.6. Marlborough Area Board has previously funded We Love Marlborough to provide a community Christmas event in 2009. A considerable proportion of the funding for this project overall comes from the partners' own funds, showing their commitment to it.

| Ref | Applicant | Project proposal | Funding requested | Recommendation |
|------|-----------------------------------|---|-------------------|-----------------------|
| 8.5. | Marlborough Allotment Association | Improvements to three allotments sites within Marlborough | £997.23 | Partly Meets Criteria |

8.5.1. This application partly meets grant criteria 2014/15 and has been classified as a capital project by Wiltshire Council finance department.

- 8.5.2. As a new organisation just setting up, the Marlborough Allotment Association has identified three priorities for the organisation and its members: to provide an effective means of communication for all members; to improve security at Elcot Lane site and to alleviate flooding problems at Stonebridge Lane site.
- 8.5.3. Their project will provide: 3 notice boards for use at Elcot Lane, Stonebridge Lane and St John's Close allotment sites to allow members to communicate between themselves and pass on ideas, etc; 3 locks for gates at Elcot Lane site in order to improve security at the site and 200 m of land drainage piping and bedding gravel to improve the drainage of the Stonebridge Lane site.
- 8.5.4. This project meets several issues raised through the Marlborough area plan including lack of funding for environmental projects and growing dependence of large food-mile products (p. 24). There are other themes within the plan that might not cover allotments or food production but concern community facilities, communication and sense of community which the Allotment Association and this project covers
- 8.5.5. A criteria of the Community Area Grant scheme is that all necessary permissions for building or other work are in place before a grant can be awarded. The land at Stonebridge Lane, where the drainage improvements are planned is owned by a third party, who leases it to Marlborough TC, who in turn leases it to the Allotment Association. Action for River Kennet (ARK) also has an interest in this land and although ARK's ideas on ways to drain this land have been given, apparently they cannot be implemented. The Community Area Manager has not heard that the third party landowner has given their permission for this work to go ahead although this will be checked.
- 8.5.6. Until the Community Area Manager gets confirmation of this agreement, the drainage improvement element of this project does not meet the scheme's criteria and cannot be considered at this meeting. The other two elements (three notice boards and improvements to security at Elcot Lane) do meet criteria and may be considered by area board members.
- 8.5.7. If agreement by the landowner for this drainage work to go ahead can be given and if a suitable method of implementing the drainage can be agreed with ARK, Marlborough Allotment Association will be perfectly able to re-apply for funding for this element of their project.

| | |
|-------------------|--|
| Appendices | Appendix 1 Grant Application – Kennet Valley Hall Appendix 2 Grant Application – Greatwood Charity Appendix 3 Grant Application – Kennet Valley Amateur Dramatic Society Appendix 3 Grant Application – We Love Marlborough Appendix 3 Grant Application – Marlborough Allotment Association |
|-------------------|--|

No unpublished documents have been relied upon in the preparation of this report other than those requested in the funding criteria e.g. estimates.

| | |
|----------------------|---|
| Report Author | Andrew Jack, Community Area Manager Tel: 012255 713109 Mobile: 07769 917270 E-mail: andrew.jack@wiltshire.gov.uk |
|----------------------|---|

Grant Applications for Marlborough on 30/09/2014

| ID | Grant Type | Project Title | Applicant | Amount Required |
|-----|----------------------|--|--|-----------------|
| 913 | Community Area Grant | Kennet Valley Hall, Floor Maintenance Equipment | Kennet Valley Village Hall | £900.00 |
| 928 | Community Area Grant | De-Escalating Conflict Training For Key Staff | Greatwood Charity | £845.00 |
| 917 | Community Area Grant | KVADS Microphones | Kennet Valley Amateur Dramatic Society | £952.46 |
| 918 | Community Area Grant | Marlborough Christmas Lights Night | We Love Marlborough | £2149.07 |
| 922 | Community Area Grant | Marlborough Allotment Association Start-up Project | Marlborough Allotment Association | £997.23 |

| ID | Grant Type | Project Title | Applicant | Amount Required |
|-----|----------------------|---|----------------------------|-----------------|
| 913 | Community Area Grant | Kennet Valley Hall, Floor Maintenance Equipment | Kennet Valley Village Hall | £900.00 |

Submitted: 30/08/2014 00:00:16

ID: 913

Current Status: Application Appraisal

To be considered at this meeting:

30/09/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Kennet Valley Hall, Floor Maintenance Equipment

6. Project summary:

We currently have a maintenance program for the main hall wood block floor carried out by a Flooring Contractor. This program is relatively expensive and inflexible as it consists of just one visit per month, irrespective of the floor's condition. Our project is to purchase our own Scrubber Dryer which will allow us to carry out the cleaning program ourselves at a much reduced cost. It will also allow greater flexibility as we will be able to clean the floor as and when the floor condition warrants. We have already identified a volunteer who will operate the equipment. We believe that maintaining the hall floor to a high standard is a prerequisite to presenting the hall to the high standard required to maintain a self sustaining community amenity

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

8. What is the Post Code of where the project is taking place?

SN8 4EL

9. Please tell us which theme(s) your project supports:

Children & Young People

Economy, enterprise and jobs

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

Community Halls/Village Amenities

10. Finance:**10a. Your Organisation's Finance:****Your latest accounts:**

07/2013

Total Income:

£19530.00

Total Expenditure:

£18828.00

Surplus/Deficit for the year:

£702.00

Free reserves currently held:**(money not committed to other projects/operating costs)**

£11803.00

Why can't you fund this project from your reserves:

Our Reserves policy is to hold at least one third of the normal running costs of the previous year. However the Hall Management Committee recognizes that as the social structure of rural communities evolve, it is essential to continue providing more modern facilities and our future plans are based on this view. We therefore recognize that we have to retain a much higher proportion of our reserves for this purpose. This policy is irrespective of the considerable financial support we receive from the MAB

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

| | | | | |
|--|---------|--------------------------------|-----------------------------|--------|
| Total Project cost | | £1805.34 | | |
| Total required from Area Board | | £900.00 | | |
| Expenditure (Itemised expenditure) | £ | Income (Itemised income) | Tick if income confirmed | £ |
| Fimap Genie E Scrubber/Dryer | 1252.00 | Hall Reserves | yes | 905.34 |
| Pad Holder | 81.00 | | | |
| Materials | 75.45 | | | |
| Delivery and Installation | 96.00 | | | |
| VAT | 300.89 | | | |

Total **£1805.34** **£905.34**

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The Kennet Valley Hall Management Committee are dedicated to making the village hall an attractive amenity for the local community. By making the hall a desirable venue for both local community groups and outside Hirers, sufficient revenue will be created to make the hall a sustainable asset for the whole community. Note that we are a charity with no other funding other than what we create ourselves through fund raising, hirings and outside grants.

14. How will you monitor this?

The equipment will be used on a regular basis and the results monitored by regular inspections. Put simply, if users of the hall have less reason to complain about the condition of the floor, then we will have achieved one of our objectives

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Supplies and servicing will be costed into the Hall's Maintenance Budget

16. Is there anything else you think we should know about the project?

N/A

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

| | | | | |
|-----|----------------------|---|-------------------|---------|
| 928 | Community Area Grant | De-Escalating Conflict Training For Key Staff | Greatwood Charity | £845.00 |
|-----|----------------------|---|-------------------|---------|

Submitted: 11/09/2014 15:10:26

ID: 928

Current Status: Application Appraisal

To be considered at this meeting:

30/09/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

N.A

5. Project title?

De-Escalating Conflict Training For Key Staff

6. Project summary:

To train up to 8 key Greatwood Charity Staff in restraint training and personal safety. In line with the guidelines released by the Department of Education in July 2013 and Section 93, of the Education and Inspections Act 2006, it is suggested that this "De-escalating Conflict Training" and "Restraint & Intervention Awareness" training is of paramount importance in promoting and safeguarding the welfare of all pupils and staff. Restraint training and Physical Intervention skills are especially needed in education environments with students with SEN, so as to manage their challenging behaviour safely, effectively and without compromising the pupil/staff relationship.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

8. What is the Post Code of where the project is taking place?

SN8 4DT

9. Please tell us which theme(s) your project supports:

Children & Young People

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

12/2013

Total Income:

£566285.00

Total Expenditure:

£527371.00

Surplus/Deficit for the year:

£38914.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£247416.00

Why can't you fund this project from your reserves:

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be six months of the resources expended. In this regard, the Trustees are mindful of the likely increase in the financial demands of the charity's operating activities in the coming year. Restricted reserves exist for both the educational programmes and for capital items within Greatwood.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

| | | | |
|---|-------------|-----------------------------|----------------------------|
| Total Project cost | £845.00 | | |
| Total required from Area Board | £845.00 | | |
| Expenditure (Itemised expenditure) | £ | Income (Itemised income) | Tick if income confirmed £ |
| Delivery of training course for up to 8 | 845.00 | | |
| Total | £845 | | £0 |

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

Greatwood works with young people with a variety of SEN ranging, but not limited to: autism, ADHD, Down Syndrome, Global Development Delay, Attachment Disorder, Asperger Syndrome as well as social, emotional and behavioural difficulties. Greatwood aims to help those who are, or have previously struggled in mainstream education. These students have suffered significant harm, loss or trauma during their childhood, or suffer from medical conditions that often affect them through to adulthood. Our innovative, personalised programmes not only help the young people but those that work with them at school and in the care system too, providing comprehensive support. We also run credit based learning programmes for learners most at risk of disengaging; these courses are especially suitable for those learners following an alternative curriculum or who are at greater risk of exclusion. Additionally, the Greatwood “Get Going” programme is specifically designed for KS5 learners and NEETS. Greatwood’s SEN Programmes aim to:

- Provide socially inclusive opportunities to re-engage students back into learning, so as to ultimately promote a highly skilled and educated work force in the community. This will address the skills shortages and lower than average educational attainment in the community.
- Reduce exclusion by:
 - Transforming the lives of disadvantaged young people from by re-engaging them back into education/training/work.
 - Identifying future job opportunities by bringing alive the countryside as a place of work.

Working towards reducing the amount of young people at risk of NEET; crime; and anti-social behaviour by offering children and young people a fuller meaning to their lives as well as enhancing their appreciation of and respect of others. As well as academic success we see a marked improvement in our students’ behaviour and general outlook on life; Greatwood raises students’ aspirations, self-confidence and motivation, steering them towards a brighter future.

14. How will you monitor this?

SEN Programme Evaluation:

- Students' emotional progress is monitored using an emotional literacy personal assessment form. Each term the student is asked to fill in their personal progress chart; which is then assessed by Greatwood's SEN teaching staff and discussed with the individual to ensure that satisfactory progress is being made.
- NOCN Accredited courses are assessed by calculating student pass rates via adhering to the awarding body's criteria and are validated by an independent internal and independent external verifier.
- By monitoring the number of students entering the workplace or going on to further education as a direct result of attending Greatwood is also used to evaluate the positive impact of our education programmes.
- By conducting case studies and collecting testimonials from attendees and their carers, enables us to know that Greatwood is meeting our desired goals.
- All evaluative comments are reviewed and used to inform the planning of future programmes and activities.

For 2013-2014 Academic Year Greatwood put in place a newly devised quantitative evaluation form for our students and their teachers to complete at the end of each term. The information from these forms will be used to assimilate data which can be used to evaluate the programmes year on year including improvement in behaviour.

The young people that attend Greatwood struggle to stay in school for a variety of personal, family or school-related reasons. They face complex problems and may remain enrolled in a school but are not engaged in learning and demonstrate poor attendance or behaviour. These children and young people have been identified and provided with extra support to help them to remain actively involved in their learning and achieve success; by recording attendance levels and comparing it to their previous attendance in their mainstream school, Greatwood will be able to assess how successful the programmes have been in engaging the students.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

N.A

16. Is there anything else you think we should know about the project?

N.A

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

| | | | | |
|-----|----------------------|-------------------|--|---------|
| 917 | Community Area Grant | KVADS Microphones | Kennet Valley Amateur Dramatic Society | £952.46 |
|-----|----------------------|-------------------|--|---------|

Submitted: 02/09/2014 11:30:27

ID: 917

Current Status: Application Appraisal

To be considered at this meeting:

30/09/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

Not applicable

5. Project title?

KVADS Microphones

6. Project summary:

The purchase of microphones for the use in performances of KVADS. Having resurrected a traditional Panto at the village hall, and performed other adhoc appearances, KVADS is now producing increasingly popular productions for the local community and involving an increasing number of local adults and children. To enable KVADS to continue to thrive, basic equipment such as microphones are essential.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

West Selkley

8. What is the Post Code of where the project is taking place?

SN8 4EL

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Festivals, pageants, fetes and fayres

Inclusion, diversity and community spirit

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

09/2013

Total Income:

£1241.07

Total Expenditure:

£1141.01

Surplus/Deficit for the year:

£100.06

Free reserves currently held:

(money not committed to other projects/operating costs)

£1042.67

Why can't you fund this project from your reserves:

Due to the ongoing cost of each production, i.e. hall hire, lightening, costumes, makeup and props we have little money in reserves for capital projects. We would struggle to make a contribution towards the purchase of the microphones.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

| | | | | |
|--------------------------------|----------------|-----------|--|----------------|
| Total Project cost | | £952.46 | | |
| Total required from Area Board | | £952.46 | | |
| Expenditure | | Income | | Tick if income |
| (Itemised | £ | (Itemised | | confirmed |
| expenditure) | | income) | | £ |
| 4 off Trantec | | | | |
| S4 4L UHF | 543.36 | | | |
| systems | | | | |
| 2 off Trantec | | | | |
| EM-77-SJ-P ear | 207.60 | | | |
| mics | | | | |
| 1 off Behringer | | | | |
| Xenyx mixer | 123.50 | | | |
| desk | | | | |
| 4 of XLR | 60.00 | | | |
| cables | | | | |
| 1 off MP3/CD | 5.00 | | | |
| cable | | | | |
| 10 pack 9V | 13.00 | | | |
| batteries | | | | |
| Total | £952.46 | | | £0 |

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

After staging a Panto in 2013 without microphones, and one in 2014 with borrowed microphones, it was obvious they improved the performance of the whole cast, and in particular that of the children involved in the production. The audience as a whole benefitted from the increased clarity of the performance. We are unable to borrow these microphones again, hence the application. If we had our own microphones other organisations will benefit as we will be looking at loaning the microphones to other local groups who have a

requirement for them e.g. the local primary school, village fetes, and other users of the Kennet Valley Hall.

14. How will you monitor this?

It is difficult to monitor other than in very positive feedback from cast and audience.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

As it is a capital purchase any future running costs will be treated as a running expense of KVADS.

16. Is there anything else you think we should know about the project?

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

| | | | | |
|-----|----------------------|------------------------------------|---------------------|----------|
| 918 | Community Area Grant | Marlborough Christmas Lights Night | We Love Marlborough | £2149.07 |
|-----|----------------------|------------------------------------|---------------------|----------|

Submitted: 03/09/2014 18:59:12

ID: 918

Current Status: Application Appraisal

To be considered at this meeting:

30/09/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£501 - £5000

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Marlborough Christmas Lights Night

6. Project summary:

We'd like to build on previous years with a lantern parade, free family craft activities, and professional staging and lighting for our local groups to perform on. We need St John's

Ambulance to ensure the event is safe.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough West

8. What is the Post Code of where the project is taking place?

SN8 1AA

9. Please tell us which theme(s) your project supports:

Children & Young People

Arts, crafts and culture

Economy, enterprise and jobs

Festivals, pageants, fetes and fayres

Food, farming and local markets

Inclusion, diversity and community spirit

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

03/2013

Total Income:

£1405.00

Total Expenditure:

£1633.00

Surplus/Deficit for the year:

£-228.00

Free reserves currently held:

(money not committed to other projects/operating costs)

£0.00

Why can't you fund this project from your reserves:

We have no reserves.

We are a small community group and do not have annual accounts or it is our first year:

10b. Project Finance:

Total Project cost £12249.07

Total required from Area Board £2149.07

| Expenditure (Itemised expenditure) | £ | Income (Itemised income) | Tick if income confirmed | £ |
|--|----------|--------------------------------------|-----------------------------|----------|
| Christmas Lights | 10000.00 | Town Council (lights) | yes | 10000.00 |
| Parade | 75.00 | Marlborough Communities Market | yes | 100.00 |
| Staging | 450.00 | | | |
| Light and sound | 300.00 | | | |
| Publicity materials | 476.27 | | | |

(flyers and banners)
 Lanterns 247.80
 Family craft making (artist and materials) 400.00
 First Aid (St John Ambulance) 300.00

Total **£12249.07** **£10100**

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

A free event for families - a real feel good event for Marlborough. Many people come to the event and we want them to be safe, looked after and feel like a proper community event. Professional looking publicity materials to give the right impression of the town. The local economy: kick starting Christmas trade and enabling Marlborough to compete with other nearby towns; supporting rural businesses through the community market, providing employment for local artists. Children and young people: a key, free event in the year attracting 3,500 people, mostly local families. Local amenities: key event in maintaining a vibrant and healthy high street.

14. How will you monitor this?

Head count; feedback from: market traders; via social media / verbal on the day from attendees; Marlborough High Street retailers and sponsors.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

n/a

16. Is there anything else you think we should know about the project?

n/a

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Accounts:

yes I will make available on request the organisation's **latest accounts**

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health &

Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.

| | | | | |
|-----|----------------------|--|-----------------------------------|---------|
| 922 | Community Area Grant | Marlborough Allotment Association Start-up Project | Marlborough Allotment Association | £997.23 |
|-----|----------------------|--|-----------------------------------|---------|

Submitted: 07/09/2014 20:21:36

ID: 922

Current Status: Application Appraisal

To be considered at this meeting:

30/09/2014 Marlborough

1. Which type of grant are you applying for?

Community Area Grant

2. Amount of funding required?

£0 - £500

3. Are you applying on behalf of a Parish Council?

No

4. If yes, please state why this project cannot be funded from the Parish Precept

5. Project title?

Marlborough Allotment Association Start-up Project

6. Project summary:

As a fledgling organisation, the Marlborough Allotment Association has identified 3 immediate priorities:

to provide an effective means of communication for all members,

to improve security at Elcot Lane site,

to alleviate flooding problems at Stonebridge Lane site.

This start-up project will provide: a) 3 notice boards for use at Elcot Lane, Stonebridge Lane and St John's Close allotment sites; b) 3 locks for gates at Elcot lane site; c) 200 m of land drainage piping and bedding gravel to drain the Stonebridge Lane site.

7. Which Area Board are you applying to?

Marlborough

Electoral Division

Marlborough East

8. What is the Post Code of where the project is taking place?

SN8 2BA

9. Please tell us which theme(s) your project supports:

Countryside, environment and nature

Food, farming and local markets

Health, lifestyle and wellbeing

Inclusion, diversity and community spirit

Recycling and green initiatives

Sport, play and recreation

If Other (please specify)

10. Finance:

10a. Your Organisation's Finance:

Your latest accounts:

Total Income:

£

Total Expenditure:

£

Surplus/Deficit for the year:

£

Free reserves currently held:

(money not committed to other projects/operating costs)

£

Why can't you fund this project from your reserves:

We are a small community group and do not have annual accounts or it is our first year: yes

10b. Project Finance:

Total Project cost £997.23

Total required from Area Board £997.23

| Expenditure (Itemised expenditure) | £ | Income (Itemised income) | Tick if income confirmed | £ |
|--|----------------|--------------------------------|-----------------------------|-----------|
| 3 x hardwood notice boards, each with canopy and posts | 450.00 | 0.00 | | 0.00 |
| 3 x padlocks and chain | 139.23 | 0.00 | | 0.00 |
| 2 x 100 meter rolls of 100 mm perforated land drainage pipe | 324.00 | 0.00 | | 0.00 |
| 2 x 1 cubic meter bags of 20 mm washed gravel | 84.00 | 0.00 | | 0.00 |
| Total | £997.23 | | | £0 |

11. Have you or do you intend to apply for a grant from another area board within this financial year?

No

12. If so, which Area Boards?

Marlborough

13. Please tell us WHO will benefit and HOW they will benefit from your project benefit your local community?

The Marlborough Allotment Association comprises approximately 75 members who lease

their plots from the Town Council for the purpose of growing vegetables, fruit and flowers. The Association's Committee needs to communicate with members on such matters as the supply of seeds, demonstrations, competitions and other matters. Members, many of whom do not use the internet, also need the means to communicate with each other, for example to share tools and garden produce. The 3 notice boards will resolve these communication needs. The members at Elcot Lane have requested additional security to prevent unauthorized access to their site. Here the locks will protect members against trespass, damage and theft. Since Stonebridge Lane site was established in 2012, our members have experienced repeated flooding with at times total loss of crops. This has been a major factor in the decision of some 10 members to abandon their plots. The drainage scheme, under the direction of the MTC Estate Manager, will alleviate the problem of flooding.

14. How will you monitor this?

Marlborough Allotment Association is a fledgling organisation, formed February 2014 with elected officers and committee whose prime purpose is to promote the interests of members in their gardening activities. Through our regular committee meetings, we will monitor the effectiveness of these improvements and deal with any issues accordingly.

15. If your project will continue after the Wiltshire Council funding runs out, how will you continue to fund it?

Subject to the Area Board's decision to award a Community area Grant that covers the full amount of itemized expenditure, this project will be completed by the end of 2014.

16. Is there anything else you think we should know about the project?

Re the declaration below concerning Policies & Procedures: all installation work for the notice boards, locks and drainage pipes will be carried out by the work force of Marlborough Town Council (MTC) who own and manage the 3 allotment sites. All necessary and relevant policies and procedures for the proper execution of this work are therefore the responsibility of MTC.

17. DECLARATION

Supporting information - Please confirm that the following documents will be available to inspect upon request:

Quotes:

yes I will make available on request 1 quote for individual project costs over £500 & 2 quotes for project costs over £1000 (Individual project costs are listed in the expenditure section above)

Constitution:

yes I will make available on request the organisation's Constitution/Terms of Reference etc.

Policies and procedures:

yes I will make available on request the necessary and relevant policies and procedures such as Child Protection, Safeguarding Adults, Public Liability Insurance, Access audit, Health & Safety and Environmental assessments.

Other supporting information (Tick where appropriate, for some project these will not be applicable):

yes I will make available on request any other form of licence or approval for this project has been received prior to submission of this grant application.

And finally...

yes The information on this form is correct, that any award received will be spent on the activities specified.